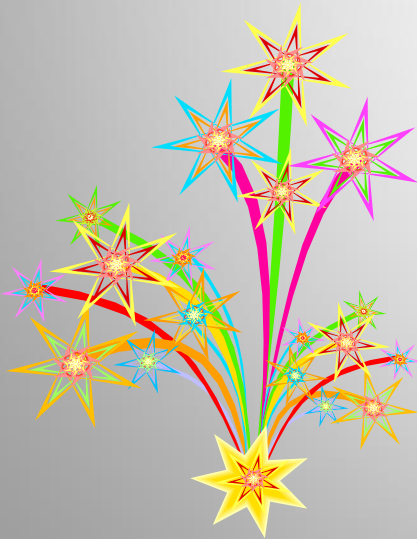




Bureau of Fire Services

Consumer Fireworks Certificate and Low Impact Registration

Introduction and Login Process



Bureau of Fire Services



- Welcome to the 2015 Consumer Fireworks Certificate Application and Low Impact Registration. This presentation will walk you through the process of creating a new account.
- You may contact our office directly at fireworks@michigan.gov or by calling 517-373-7441

Note: When calling please be aware of the high call volume. Your calls will be answered in the order they are received. If you choose to leave a voice mail our goal is to return your call in one business day. Your questions might be answered by visiting the Fireworks Program homepage.

- Before determining your retail sales location please be sure to check with your local governing body regarding any zoning or ordinances for setting up your business. The State of Michigan doesn't make that determination nor do we have the authority to supersede any local ordinance.



Bureau of Fire Services



- If you created an account in a previous year, you may use that login information again this year. Please see our other presentations found on our webpage for additional information regarding Fire Safety Fee Payment and Sales Reporting, Transfers and other Fireworks topics.
- If you have not created an account previously you will need to do so before moving forward in the process.



Bureau of Fire Services



A screenshot of the Bureau of Fire Services website. The header features the LARA logo and the text "Department of Licensing and Regulatory Affairs". A search bar is located on the right. The main content area is titled "Welcome to the Bureau of Fire Services" and includes sections for "Mission Statement", "Vision Statement", and "Customer Friendly, Fire and Life Safety Driven". A "Fireworks Program" section is highlighted with a red background and a fireworks image. The left sidebar contains a navigation menu with links to various services. The right sidebar includes "QuickLinks" and a "Safe Delivery of Newborns" banner.

To get started, you will need to access the Bureau of Fire Services webpage at www.michigan.gov/bfs as you have already done to access this tutorial.



CUSTOMER DRIVEN. BUSINESS MINDED.

Bureau of Fire Services



In the menu on the left hand side click on “Fireworks”. You may also access the Fireworks Program homepage by clicking on the marquee.

Agencies, Bureaus & Commissions

Employment Security and Workplace Safety

Licensing & Regulation

Construction Codes

Corporations, Securities & Commercial Licensing

Fire Services

State Fire Marshal

NFIRS

Fire Fighter Training Division

Fireworks

Health Care CMS Medicare/Medicaid

Welcome to the Bureau of Fire Services

Mission Statement

To provide for the protection of persons and property from exposure to the dangers of fire through inspection and fire prevention and to serve the training needs of over 30,000 fire fighters in the state of Michigan.

Vision Statement

The tenacious pursuit of providing a fire safe environment for all firefighters and citizens in the State of Michigan.

Customer Friendly, Fire and Life Safety Driven

Fireworks Program



Fireworks Program

The Fireworks Program regulates the sale and use of consumer-grade fireworks in the state of Michigan as outlined in Public Act 256 of 2011.

Bureau of Fire Services



Locate the
“Consumer
Fireworks
Application
and Low
Impact
Fireworks
Registration”
link and click
on it.

Fireworks: What You Need to Know

- Fireworks General Safety Rules - Effective March 20, 2014 [PDF](#)
- [Consumer Fireworks Application and Low Impact Fireworks Registration](#)
- Fireworks Safety Fee Payment Schedule [PDF](#)
- FAQ's for Fireworks [PDF](#)
- Fireworks Plan Submittal Guidelines [PDF](#)
- Consumer Fireworks BFS-BCC Guideline [PDF](#)
- Michigan Fireworks Safety Act No. 256

Bureau of Fire Services



Please read the entire page to learn about the requirements for obtaining a consumer fireworks certificate. After reading the page, click on [“create a new account.”](#)

LARA
Department of Licensing and Regulatory Affairs

MICHIGAN.GOV
Michigan's Official Web Site

[Michigan.gov Home](#) | [LARA Home](#) | [LARA Sitemap](#) | [Contact LARA](#)

Menu
[Create a New Account](#)

*** You must first register or Log in.**

Welcome to the Michigan Fireworks

This is the Consumer Fireworks and Low Impact Login page. On this page you will either log into an existing account previously created or you will create a new account. Once you have created an account you will use that account every year using the same login User ID and password.

Consumer Retail Sales Certificate application is required to be submitted online no later than April 1, each year.

If this is your first time accessing Michigan Fireworks you should first browse the Fireworks Programs home page 4 sections:
[Fireworks: What You Need to Know](#)
[Forms and Services](#)
[Inspection Delegation Program](#)
[Publications, Bulletins & Resources.](#)



Bureau of Fire Services



Once you click on the “Create New Account” link you will see this page.

- Follow the “If you are a new applicant” directions by entering your date of birth and your 9-digit Social Security Number with no spaces or dashes.

NOTE: This is a secure website.

- You will then click on the “Search” button.
- A search will be completed to ensure that your combination of social security number and birth date has not been registered.

Search for Your Records

If you are a current Owner or Authorized Agent enter your Certificate number (as printed on your certificate: 2014-CTor CP (alpha characters) and the 5 numeric digits, date of birth, and 9-digit social security number.

If you do not remember your Certificate number then just put in the Birth Date and SSN.

If you are a new applicant and can't remember your login information then enter only your date of birth and 9-digit social security number and then click on the “Search” button.

Either a page will open with your information that includes your user name or you will get a message that your combination of birth date and social security number cannot be found. If you are a new applicant, this is the page you want to see because it will then allow you to create an account. If you previously created an account and you cannot find your account information please contact the Bureau of Fire Services to assist you by emailing fireworks@michigan.gov.

Certificate/Registration NO:	<input type="text"/>
2014-CXxxxxx	
Birth Date:	<input type="text"/>
Format: xx/xx/xxxx	
SSN:	<input type="text"/>
Format: xxxxxxxxx	

Search



Bureau of Fire Services



- The system will confirm that you have not created an account previously, you will be brought to this page.
- As you scroll down the page you will see empty fields to enter your business name and contact information. Please complete each entry, as you will see on the following slides.

[Michigan.gov Home](#) [LARA Home](#) | [LARA Sitemap](#) | [Contact LARA](#)

Enter Registration Information

Menu

[Login Page](#)

We did not find any matching records.

If you hold an existing Consumer Fireworks Certificate or have recently applied for one, please press your browser's **Back** button and reenter your information. If the search still gets this page with blank name fields, it means that our records do not have your SSN and Date of Birth combination in our records. **By completing this page it will not renew, change your license address or request a duplicate license. This is a User ID and Password registration page only.**

If you do not currently hold a Consumer Fireworks Certificate, please follow the steps below to create a User ID and Password. for the Consumer Fireworks portion. This process will enable you to apply for a Michigan Consumer Fireworks Certificate and submit your Low Impact Registration.

Enter all required information in the fields below. Required elements are indicated with an asterisk (*). Click the **"Register"** button at the bottom of the page to complete the User ID and Password registration process only. The application process will follow after you are asked to "login".



Bureau of Fire Services



*Business Name or
Doing Business As:

- The first required field asks for your business name.

Certificate Owner Information

*First Name:
*Middle Name:
*Last Name:
Suffix:(Jr, Sr..)
*Birth Date:
Format: xx/xx/xxxx
*SSN:
Format: xxxxxxxxx
*User ID:
*Password:
*Confirm Password:

- The next section asks for information specific to the certificate holder. Please note that the person identified here is the individual whose name will appear on the certificate and that person will be held responsible for that license, this includes citations and safety fees.



Bureau of Fire Services



The bottom portion of the same page asks for a mailing address. **If approved for a Consumer Certificate it will be mailed to the address you list here.** Make sure all information is accurate before hitting the “Register” button. After clicking on the “Register” button it will take a few seconds to process and then the next page will open for you to log in.

Below is the Contact and Mailing address for Certificates and correspondence:

*Street Address:

*City:

*State: ▼

*Zip:
Example: 48909

*Country: ▼

*County:

*Email:

*Daytime Phone:
Format: xxxxxxxxxx

Important!

- We will contact you at the email address provided here with questions or concerns regarding your license.
- The address listed here is the address where your Certificate will be mailed.

Bureau of Fire Services



After clicking on the “Register” button the “login” page will open and indicate to you that the first step of the process has been completed. Now the *certificate application process* will begin. If you are registering for Low Impact sales only, you will also continue with the login.

**Department of Licensing and Regulatory Affairs**

MICHIGAN.GOV
Michigan's
Official
Web Site

[Michigan.gov Home](#) | [LARA Home](#) | [LARA Sitemap](#) | [Contact LARA](#)

Menu
[Login Page](#)

You have successfully completed the Fireworks Retailer account creation leading to the first step in the application process.

To begin the application process, please click on the login link here!
Please [login](#)....



CUSTOMER DRIVEN. BUSINESS MINDED.

Bureau of Fire Services



Now you will see the login screen we started with to create the new account. At the bottom of the page you will see the User ID and Password fields. Here you will enter what you just created for your User ID and password. Click on “Login” to get started with the application.

Welcome to the Michigan Fireworks	
Menu	
Create a New Account	
	<p>This is the Consumer Fireworks and Low Impact Login page. On this page you will either log into an existing account previously created or you will create a new account. Once you have created an account you will use that account every year using the same login User ID and password.</p> <p>Consumer Retail Sales Certificate application is required to be submitted online no later than April 1, each year.</p> <p>If this is your first time accessing Michigan Fireworks you should first browse the Fireworks Programs home page 4 sections:</p> <p>Fireworks; What You Need to Know Forms and Services Inspection Delegation Program Publications, Bulletins & Resources.</p>

Please enter your user name and password below to login.

User ID

Password

If you've forgotten your User Name and/or Password click [here](#) to search for your User Name and reset your password.

Login



CUSTOMER DRIVEN. BUSINESS MINDED.

Bureau of Fire Services



Next, you will begin the application process.

For information regarding the online certificate fee payment, or transfers, please review other presentations that we have prepared for you.

You may also contact us with questions at fireworks@michigan.gov or by calling us at 517-373-7441

Note: When calling please be aware of the high call volume. Your calls will be answered in the order they are received. If you choose to leave a voice mail our goal is to return your call in one business day. Your questions could be answered by visiting the Fireworks Program homepage.

